

# TOP INTERVIEW QUESTIONS

## HR & Hiring Manager

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Prepare with confidence & anticipate.



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# INTRODUCTION

At E3, we support candidates worldwide in building their careers.

This free guide compiles the most common questions asked during HR and Hiring Manager interviews.

Use it as a preparation checklist: practice, anticipate, and be ready to deliver clear, confident answers.

## TOP 5 INTERVIEW QUESTIONS

Before going through the document, here are the 5 essential questions you will face in nearly every interview and that you must be ready to master.

1. Tell me about yourself
2. What interests you in the role / our firm?
3. What did you achieve in your last role?
4. Why are you looking for another job?
5. Where do you see yourself in X years?



## **Section 1 – Education & Early Life**

- What is your academic background?
- Which subjects were you best at, and why?
- Did you participate in extracurricular activities?
- If you could start your studies again, would you choose the same path? Why?
- What did your parents do for a living?
- How did you spend your holidays as a child?

## **Section 2 – Current Situation**

- Are you available immediately?
- Are you willing to travel frequently?
- Would you relocate for this position?
- How long have you been job searching?
- Have you contacted other companies?
- Do you have other offers?
- How have you organized your job search?
- What is your current family situation?

## **Section 3 – Career Goals & Future**

- What is your professional objective?
- What are your short, medium, and long-term goals?
- What is your career plan?
- What do you want to become within our company?

## **Section 4 – Motivation**

- Why do you want to work in our company?
- What do you know about our company?
- Large company vs a small company?
- What can you bring to our organization?
- How do you think you can contribute to our growth?
- What attracts you most in this job?
- What do you see as the possible disadvantages of this role?



## **Section 5** – *Past Experience*

- Tell me about your professional experience.
- What roles have you held?
- What did you like most, and why?
- Why did you leave your last position?
- What were your main contributions to your previous company?

## **Section 6** – *Skills & Aptitudes*

- In which field do you feel the most competent?
- What are your strengths and weaknesses?
- Why should we hire you?
- What skills/experiences make you believe you will succeed in this role?
- Which languages do you speak?
- Have you ever managed a team?
- Have you ever handled a P&L?

## **Section 7** – *Personality & Working Style*

- What are your hobbies?
- Do you prefer working alone or in a team?
- How do you integrate into a team?
- How do you see yourself? Describe yourself.
- How do you handle hierarchy?
- Do you enjoy responsibilities?
- How do you organize your work?
- What type of manager do you work best with?
- Do you go to the end of what you start?
- Share an example where you showed initiative, energy, or persuasion.
- Share an example where you managed a conflict.



This list covers the key questions you are most likely to face in HR and Hiring Manager interviews.

Preparing your answers in advance will give you clarity and confidence.

Good luck !

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